



U.S. DEPARTMENT OF ENERGY'S COUNCIL ON WOMEN AND GIRLS

6/30/2010

ANNUAL REPORT: PROGRAMS AND INITIATIVES AT THE DOE

“The Department of Energy can lead the federal government in enhancing the competitiveness of women-owned businesses and in increasing the presence of women in the fields of science, technology, engineering, and mathematics.”

– Dr. Kristina M. Johnson, U.S. Under Secretary of Energy

Agency Overview

A. *Executive Summary:* The Department of Energy's overall mission is to advance the national, economic, and energy security of the United States; to promote scientific and technological innovation in support of that mission and to ensure the environmental cleanup of the national nuclear weapons complex. This mission touches the lives of women and girls in broad overarching ways.

The DOE's Council on Women and Girls (CWG) seeks to remove barriers to women's and girls' participation in science, technology, engineering, and mathematics (STEM), including access to DOE grants and DOE sponsored research and development projects; access of women-owned small businesses (WOSB) to DOE programs; grow the presence of WOSB in the energy sector; and equal access to training and workforce development opportunities for women in the energy sector.

Currently, the DOE workforce is 37.70% female and 62.30% male. To improve opportunities for women employees and female students, the Department supports STEM education and partners with employee groups to assist in raising awareness, enhancing career opportunities, and providing opportunities for professional growth. Such groups include DOE's Federal Women Program Managers and DOE's Council on Women and Girls.

B. *Programs That Promote Women and Girl Participation and Training in Science, Technology, Engineering and Mathematics Fields:* To strengthen the United States' scientific discovery, economic competitiveness, and improving quality of life through innovations in science and technology.

Current and Planned HQ Programs:

- **Minority Educational Institution Student Partnership Program:** MEISPP offers talented undergraduate and graduate students summer internship positions with the U.S. Department of Energy and its national laboratories. Positions involve scientific research or a focus on policy, business, and government relations. As Program participants, students receive an intensive 10-week assignment to "jump-start" their careers and develop their potential for future opportunities within the federal government. Students work side-by-side with leading scientists, engineers, and other top professionals to develop career skills and enhance leadership capabilities.
 - a) **Relevant Statistics:** The 2010 MEISPP program has 53 participants DOE-wide, 21 of which are female.
 - b) **Evaluation/Feedback:** Students meet regularly with their supervisors to discuss their work.

- **Title IX Reviews:** Title IX of the Education Amendments of 1972, as amended, prohibits discrimination on the basis of sex in all educational programs and activities of institutions that receive federal financial assistance. Pursuant to the Department's Title IX implementing regulations, 10 C.F.R. § 1040.101, and the America COMPETES Act, Pub. L. No. 110-69, § 5010, 121 Stat. 572, 620 (2007), the Office of Civil Rights conducts annual Title IX compliance reviews of selected recipients of DOE financial assistance.
 - a) **Relevant Statistics:** In 2010, The Office of Economic Impact and Diversity (ED) reviewed four schools – University of Pennsylvania's Graduate Department of Physics and Astronomy, Yale University's Department of Physics Graduate Program, University of Rochester's Department of Physics and Astronomy, and Princeton University's Graduate Physics Department. The purpose of our Title IX reviews have been two-fold: to determine whether students, regardless of their sex, have equal access to opportunities and benefits offered by educational institutions; and to identify and report on promising practices for promoting gender equity.
 - b) **Evaluation/Feedback:** Based on the reviews, ED determined that women are severely underrepresented in the sciences, both as teachers and professors, and as students. The root cause of this is varied and complex. Historically, the perception has been that a career in the sciences is a "male thing." And so, very few females took science courses at the high school level, resulting in still fewer students studying science at the college level. Consequently, there are fewer women than men with the educational qualification to teach science at the college level. At one college, ED found that a woman has never served as the chair of its physics department in the nearly two hundred years of the department's existence. With this realization, some colleges and universities have begun a grassroots effort to effect change in the attitude of students.
- **Office of Science Undergraduate Internship Opportunities at National Laboratories** (Science Undergraduate Laboratory Internships, Community College Institute in Science and Technology, Pre-Service Teachers and Faculty and Student Teams): These undergraduate student programs provide mentor-intensive research experiences at the DOE national laboratories for students to enhance their content knowledge in science and mathematics and their investigative expertise; to inspire interest in pursuing STEM careers and K-12 STEM education; and to retain these students within the STEM pipeline. By providing a wide variety of students and using the most advanced scientific facilities available, this program expands the Nation's supply of highly skilled scientists and engineers, especially in the physical sciences which has the greatest demand because of a steady decline in U.S. citizens entering these fields.
 - a) **Relevant Statistics:** Summer internships are 10 weeks at the National Laboratories, working with scientist mentors. The Science Undergraduate Laboratory Internships are 38% female, the Community College Internship is 30% female, and the Graduate Fellowships are 34% female.

- b) Evaluation/Feedback:** Participating interns fill out surveys before and after the program.
- **The Department of Energy National Science Bowl®:** (NSB) competition is a proven tool in encouraging students from across the Nation to excel in Math and Science and to encourage increased participation in mathematics and science careers amongst populations underrepresented in these fields. The NSB is committed to investing in the next generation of scientists, engineers and educators so America can remain at the forefront of innovation and successfully compete in the 21st century global marketplace.
 - a) Relevant Statistics:** More than 20,000 students from across the country participated in regional Science Bowls in 2010, about 50% female.
 - b) Evaluation/Feedback:** The Office of Science sends a survey to the coaches and students who participate to request their feedback after the event.
- **Federally Employed Women's Conference:** "Jazz Up Your Career" July 12-16, 2010, New Orleans. Under Secretary Johnson issued a memorandum for heads of Departmental Elements in June 2010 to highlight the training opportunity for DOE's employees and the DOE forum "Moving Women Forward" which will cover DOE's existing and proposed programs for employment, training, development and career progression.
 - a) Relevant Statistics:** In 2009, approximately 3,000 people attended the conference (around 95% were women) and this year's attendance is expected to be similar.
 - b) Evaluation/Feedback:** FEW staff collects participant feedback through an online survey after the conference.
- **Claflin University:** Currently has a cooperative agreement to provide "hands-on" training, information, and technical assistance intended to ensure equal access to Department of Energy and other Federal agency funding to Historically Black Colleges and Universities (HBCUs) and other Minority Institutions (MI). The goal of the three workshops are to provide an open forum for agency officials to present current and emerging funding opportunities and "how-to" techniques to the HBCU community; to provide a reciprocal venue for faculty and staff of HBCUs to interact with agency program personnel; and to provide an opportunity for HBCU representatives to network, explore and initiate partnering opportunities.
 - a) Relevant Statistics:** Over 100 faculty members participate from approximately 30 HBCUs.
 - b) Evaluation/Feedback Mechanisms:** Claflin University consults with HBCUs and other federal government agency representatives on the effectiveness of program and grant opportunities.

- **Science and Engineering Alliance:** Currently has a cooperative agreement to increase the number of students who are prepared to complete studies in energy-related disciplines in order to ensure an adequate supply of manpower for the accomplishment of energy research and development programs. Project includes providing program support for Washington, DC Regional High School Science Bowl and the Middle School Science Bowl.
 - a) **Relevant Statistics:** Over 12,000 high school students and 4,500 middle school students in the DC Public Schools are eligible to participate.
 - b) **Evaluation/Feedback Mechanisms:** A report is given to the Office of Economic and Diversity which identifies scholarships given to high school and middle school students.
- **Hispanic College Fund DC Institute & Scholarship and Internship Program:** HCF provides funding for pilot delegation of DCPS students to participate in the Hispanic College Fund's Hispanic Youth Institute (HYI).
 - a) **Relevant Statistics:** Scholarships for 10 Maryland and Virginia HYI participants for \$5,000 over the course of 4 years of college (\$20,000 total per student) and MEISPP placement with the DOE. Ten students will receive \$5,000 scholarships renewable for up to 4 years of college.
 - b) **Evaluation/Feedback Mechanisms:** N/A
- **New Mexico – MESA:** Currently, New Mexico Math, Engineering and Science Alliance (MESA) has a cooperative agreement to provide pre College STEM workshops as part of their Student Leadership Training and Summer Engineering Institutes. The programs are held on the campus of the University of New Mexico and benefits Native American, Hispanic American and African American high school students, among others.
 - a) **Relevant Statistics:** The program supports over 5,000 high school students in the STEM fields.
 - b) **Evaluation/Feedback Mechanisms:** N/A
- **University of New Mexico – LULAC:** Currently, the University of New Mexico has a cooperative agreement to fund the League of Latin American Citizens (LULAC) two week National Leadership Program. The pre college STEM initiative prepares young students, including Latino student leaders, for higher education. Participants focus on developing ethics and self-esteem while understanding leadership styles. It will support 50 pre-college students from across the nation interested in STEM fields.
 - a) **Relevant Statistics:** The program will support 50 pre-college students from across the nation interested in STEM fields.
 - b) **Evaluation/Feedback Mechanisms:**

- **Alabama A&M University:** Currently has a cooperative agreement to provide a series of interactive workshops about the world of engineering within and intellectually stimulating environment. It will support 30 academically talented pre-college students during a 2-week energy bridge program.
 - a) **Relevant Statistics:** The program will support 30 academically talented pre-college students during a 2-week energy bridge program.
 - b) **Evaluation/Feedback Mechanisms:** A detailed report will be provided to the Office of Economic Impact and Diversity which will focus on the outcome of the students who participated in the bridge program.

- **Fort Peck Community College/Salish Kootenai Community College:** Currently has a cooperative agreement to provide the Indian People of the Fort Peck Indian Reservation and the Salish Kootenai Indian Reservation with opportunities for research and learning in the area of alternative energy resource development. It supports more than 100 students at Fort Peck Community College and 1000 students at Salish Kootenai Community College.
 - a) **Relevant Statistics:** The program supports more than 100 students at Fort Peck Community College and 1000 students at Salish Kootenai Community College.
 - b) **Evaluation/Feedback Mechanisms:** A quarterly report is provided to the Office of Economic Impact and Diversity.

- **Fisk University:** Currently has a cooperative agreement to establish an academic achievement program for academically talented and financially disadvantaged incoming college freshmen to participate in the academic and research opportunity program at Oak Ridge National Laboratory. The project's goal is to increase the number of students who are prepared to complete studies in energy-related disciplines in order to ensure an adequate supply of manpower for the accomplishment of energy research and development programs and the development of science, technology, engineering and mathematics (STEM) focused careers. Students in this program will receive stipends and scholarships from Fisk University based upon their financial need and academic achievements. It supports 10 students, with \$5000 scholarships each. The entire student population of 842 at Fisk University are eligible to apply.
 - a) **Relevant Statistics:** The program supports 10 students, with \$5000 scholarships each. The entire student population of 842 at Fisk University are eligible to apply.
 - b) **Evaluation/Feedback Mechanisms:** A report will be given to the Office of Economic Impact and Diversity to evaluate the overall effectiveness of each student's progress in the program.

- **Hampton University:** Currently has a cooperative agreement to increase students' knowledge of engineering and the connection what they have learned about business leadership. In addition, the program will focus on increasing the number of students who are prepared to complete studies in energy-related disciplines in order to ensure an adequate supply of manpower for the accomplishment of energy research and development programs and the development of science and technology-focused businesses. It supports 75 rising high school sophomores during 2 week off campus enrichment program from Hampton University's Business in engineering program.
 - a) **Relevant Statistics:** The program supports 75 rising high school sophomores during 2 week off campus enrichment program from Hampton University's Business in engineering program.
 - b) **Evaluation/Feedback Mechanisms:** Hampton University will provide a report to the Office of Economic Impact and Diversity which will list the name of each student that participated in the program and the outcome of the students' progress.
- **Morehouse College:** Currently has a cooperative agreement to increase the number of students who are prepared to complete studies in energy-related disciplines in order to ensure an adequate supply of manpower for the accomplishment of energy research and development programs and the development of science and technology focused careers. An additional \$15,000 will come from US Energy Information Administration (EIA) bringing the total project budget to \$100,000.
 - a) **Relevant Statistics:** The program supports 20-30 students through scholarship support and training in global leadership.
 - b) **Evaluation/Feedback Mechanisms:** A detailed report will be provided to the Office of Economic Impact and Diversity which entails each student's participation and the amount of scholarship funding was provided to each student.
- **Spelman College:** Currently has a cooperative agreement to increase the number of students who are prepared to complete studies in energy-related disciplines in order to ensure an adequate supply of manpower for the accomplishment of energy research and development programs of science and technology focused careers. Spelman College Center for Leadership and Civic Engagement (LEADS), hosted a Women of Color Conference that focus on: (1) the importance of women in building and sustaining civil societies; (2) the influence of civility on public discourse and behaviors of individuals and groups; (3) the role of media in promoting and fostering civility; (4) how to leverage civility to strengthen and elevate the workplace; and (5) case studies demonstrating the power of civility in leadership.
 - a) **Relevant Statistics:** The program supports 20-30 students through scholarship support and training in global leadership.
 - b) **Evaluation/Feedback Mechanisms:** A detailed report will be provided to the

Office of Economic Impact and Diversity which entails each student's participation and the amount of scholarship funding was provided to each student.

Current and Planned National Laboratory Programs:

- **Ames Laboratory:** *Faculty and Student Team (FAST) and Science Undergraduate Laboratory Internships (SULI):* bring in students to work with Ames Laboratory. *Iowa State University Programming Support:* The University Committee on Women, Margaret Sloss Women's Center, Women's Leadership Consortium and Women's Network offer support for women at Ames Laboratory.
 - a) **Relevant Statistics:** This year, 21 students are participating in the SULI program, seven of them are female. Two students and one faculty member are participating in the 2010 FAST program.
 - b) **Evaluation/Feedback:** Once a week, sometimes more, SULI participants gather for evaluation of the program as well as tours, talks and lectures with the group.
- **Argonne National Lab:** *Introduce a Girl to Engineering Day:* Girls in sixth through eighth grade were invited to learn about career opportunities in science and engineering during the annual Introduce a Girl to Engineering Day. *21st Annual Science Careers in Search of Women:* A conference focused on high school women in pursuit of a career in science and technology, held on April 22, 2010 this year at Argonne National Laboratory. *First Friday Forum:* monthly networking brownbag lunch focusing on matters of interest to Argonne scientific and technical women.
 - a) **Relevant Statistics:** The first "Introduce a Girl to Engineering Day" had 15 participants. This year, a record 300 applicants asked to attend, so many that the lab hosted two separate events to accommodate everyone. Over 6,000 girls have gone through the "Science Careers in Search of Women" program since its inception.
 - b) **Evaluation/Feedback:** At the end of the "Introduce a Girl to Engineering Day," a slideshow of the day's events and certificate of participation are given out as well as a survey about the day that they fill out to evaluate their day. Staff members collect and review answers to gather input on the following year's event. However, there's a privacy issue in contacting girls in the years after the event to see the long-term impact of the event.
- **Brookhaven Laboratory:** The position of Women's Program Coordinator was established in 1975 to ensure the lab develops policies and programs that respond to the needs of its women employees. Programs include *Talks on the Women's Rights Movement:* Brookhaven Women in Science (BWIS), a nonprofit organization that receives operating money through the laboratory, sponsored two talks of the women's rights movement for Women's History Month in March, 2010. *Women in Science and Engineering (WISE):* WISE

provides undergraduate and precollege students resources to help pursue careers in STEM fields. *Career Day*: BWIS also has an annual career day and is looking for a grant to extend that to two or three times a year. BWIS invites local High School girls to a day of tours and lectures by women scientists. *Brookhaven Networking*: BWIS run event on wellness initiatives. *Speakers*: Scientists, historians and teachers have spoken to Brookhaven staff about STEM careers.

- a) **Relevant Statistics:** The winner of the Brookhaven Women in Science Scholarship will receive a one-time award of \$2,000 from Brookhaven National Laboratory's [Brookhaven Women in Science](#), a not-for-profit organization whose aim is to promote the advancement of women. The BWIS career day cost is approximately \$800, and around 20 students are in attendance.
 - b) **Evaluation/Feedback:** Brookhaven staff are working closely with BWIS to develop programming budget and evaluation for 2010.
- **FermiLab: *Women in Physics*:** Website collection hosts women in physics resources/statistics, youth education site, status report on women in physics, success stories of women, images of women at work, and list of laboratory women's groups and advocacy groups. *Women in Science and Technology (WIST) Group: Diversity Council:* Planned Women's History Month and catalogued women in the Fermilab community. During March, the Diversity office brought in guest speakers, including Dr. Sandra Hanson, to discuss research opportunities.
 - a) **Relevant Statistics:** Over 125 women from Fermilab participated in the Women's History Month programming that the Diversity Office hosted in March 2010. 2010 is the first month Fermilab has participated in the Women's History Month.
 - b) **Evaluation/Feedback:** Fermilab is two years in operation, and has not had the opportunity to repeat their women-focused programs. Anecdotal feedback is relied upon to evaluate initiatives, and the office is planning on conducting a survey in October 2010 to evaluate existing diversity programs.
- **Lawrence Livermore National Laboratory: *Expanding Your Horizons Conference*:** The daylong conference introduces young women in sixth through twelfth grade to STEM careers.. Workshops and professional engineers walk the girls through topics like DNA manipulation, electricity, computer building and rocket engineering.
 - a) **Relevant Statistics:** The Expanding Your Horizons Conference hosts over 400 students annually. The 2011 conference will be held in February 2011.
 - b) **Evaluation/Feedback:** Workshops are done in small groups so each girl gets personal attention.
- **Los Alamos National Laboratory: *Expanding Your Horizons Conference*:** encourages students to join Los Alamos National Lab's conference to learn about STEM careers. *LANL Star Award:* Recognizes women who "go above and beyond the call of duty in the performance of their job functions, women who have achieved scientific or technical

success, and women who make important contributions to the community.” *Women’s Diversity Working Group*: An internal LANL group hosts guest speakers, organizes laboratory events like the Women’s History Month celebration, and other activities that enrich the lives of the laboratory’s workforce.

- a) **Relevant Statistics:** 65 students gathered in April 2010 to attend the Expanding Your Horizons Conference.
- **Oak Ridge National Laboratory:** *Women in Science and Engineering Conference*: An April 2009 conference hosted by Oak Ridge Associated Universities hosted hundreds of college and high school women interested in STEM field careers. The Director and Chief Council spoke to the participants. ORNL hosts laboratory tours for interested students every year, which introduces women to STEM fields and professional mentors. *ORNL Committee for Women*: Runs events like the Women in Science and Engineering Conference and promotes STEM training for local community high school and college students, including women and girls.
 - a) **Relevant Statistics:** Through the facility tours approximately 6,000 students came through ORNL in 2009-2010, about half of them female.
- **Pacific Northwest National Laboratory:** *Young Women in Science Program*: Offering an eight-week summer research internship to current female juniors and seniors in high school who want to study STEM in college.
 - a) **Relevant Statistics:** Information is being gathered for the next report.
 - b) **Evaluation/Feedback:** Students who successfully complete their first summer research appointment may have their internship extended or be invited to apply for additional summer appointments, allowing students a maximum of two summer appointments while in high school. The experience is progressive in nature and scope, with students participating in increasingly sophisticated situations as their talents and abilities grow.
- **Sandia National Laboratory:** *Student Internship Programs*
 - a) **Relevant Statistics:** During the period Aug, 2008 through July, 2009: 35.4% of student interns (298 people) were female, 64% (540) were male (.6% undeclared). To compare, Sandia’s regular hires are 27% (67 people) female and 73% (184 people) male.

Future Programs: In line with DOE’s mission, there is increased opportunity to strengthen the institutional outreach to women and girls along the three program areas listed in the Executive Summary.

- **Hispanic Heritage Foundation:** A cooperative agreement with the Hispanic Heritage Foundation to create programmatic elements including STEM workshops for STEM professionals and Hispanic Serving Institutions to educate attendees on careers in STEM with the DOE.
 - a) **Relevant Statistics:** The workshop will reach 100 people and \$5000 in scholarships distributed to award recipients.
 - b) **Evaluation/Feedback Mechanisms:** N/A

- **Christo Rey High School Partnership:** A grant to create a High School internship program for students interested in STEM careers to work for the DOE during the academic year or on breaks from school. At the completion of the program, students pursuing careers in STEM may be eligible for scholarships based on criteria TBD. The program will provide \$5000 scholarships to 4 students.
 - a) **Relevant Statistics:** The program will provide \$5000 scholarships to 4 students.
 - b) **Evaluation/Feedback Mechanisms:** N/A

- **RE-ENERGYSE (REgaining our ENERGY Science and Engineering Edge)** RE-ENERGYSE is a proposed joint education and workforce development initiative between the National Science Foundation and DOE to inspire tens of thousands American students to pursue careers in science, engineering and entrepreneurship related to clean energy. As part of this initiative, the Department will look to launch a comprehensive K-20+ science and engineering initiative to educate and train thousands of students at all levels. This initiative will look to provide education and outreach dollars at the K-12 level, undergraduate internships, graduate research fellowships, the formation of interdisciplinary masters degrees, the Solar Decathlon, and post-doctoral opportunities in applied scientific and technical fields that advance the Department's energy mission.

C. Programs Which Support Women-Owned Small Businesses: DOE has several initiatives in place to support the development and success of women-owned small businesses.

- **DOE Policies and Procedures:** DOE has established guidance on contracting with small businesses, including WOSBs. The OSDBU works with the Office of Procurement and Assistance Management to develop guidance for DOE personnel on maximizing the use of small businesses to meet their requirements. The purpose of the guidance is to assist DOE in achieving its goals and reaching the WOSB statutory goal of 5%. Policies include the Acquisition Guide, Chapter 19; policy flash updates to the procurement community; special contract provisions; the Secretarial policy statement on small businesses; and the kickoff of the DOE Council on Women and Girls.
 - a) **Relevant Statistics:** Updates to the Acquisition Guide prescribing procedures to increase prime and subcontracting opportunities to small businesses including

women-owned small businesses were last made in November 2001. On March 4, 2009, the Office of Procurement Policy issued PF 2009-27, which provides guidance on the use of funding opportunity announcements as well as interim standard terms and conditions for use in contract, grant, cooperative agreement, and technology investment agreement awards and modifications. A statement initiated July 2009 and signed by Secretary Chu on November 9, 2009, directed departmental personnel to seek ways to increase opportunities to small businesses, including WOSBs.

b) Feedback/Evaluation: N/A

- **Women-Owned Small Business (WOSB) Advocate:** This role is a staff responsibility assigned to a member of the Office of Small and Disadvantaged Business Utilization (OSDBU), part of the Office of Economic Impact and Diversity (ED). The position is currently held by Anita Bedrosian, anita.bedrosian@hq.doe.gov. The WOSB Advocate is charged with coordinating outreach efforts; developing, tracking, and evaluating department-wide goals; and developing an annual strategic plan to enhance opportunities for WOSBs. Staff from the OSDBU will attend at least three conferences sponsored by small business associations in 2011, which enables OSDBU staff to meet new and existing women-owned businesses that can participate in DOE programs.
 - a) **Relevant Statistics:** Since 2000, DOE prime contract funding to women-owned small businesses has increased from \$42 million to \$276 million in fiscal year 2009..
 - b) **Evaluation/Feedback Mechanisms:** The WOB strategic plan is developed annually, and is available upon request to anita.bedrosian@hq.doe.gov. The WOB advocate works with each program office to collect feedback on current goals, tracking, and outreach. If goals are not met, improvement programs are implemented and the OSDBU provides assistance with the improvement program.
- **Business Opportunity Sessions (BOS) Program:** is a quarterly outreach program held at DOE headquarters which connects federal acquisition and program officers with small businesses. BOS activities stimulate small business participation in DOE contract and other mission-supporting opportunities. On March 29, 2010, DOE sponsored a BOS for women -owned businesses in collaboration with the U.S. Women's Chamber of Commerce. The session included presentations to WOBs by DOE's largest program offices, as well one-on-one "matchmaking" with the women-owned small businesses and DOE program representatives to address each businesses specific interest.
 - a) **Relevant Statistics:** At the BOS on March 29, 2010, nearly thirty representatives from DOE and local state energy programs shared over \$300 million in upcoming funding opportunities for small and disadvantaged businesses with the over 300 small business representatives in attendance and over 200 viewers via the live webcast (which can be downloaded at smallbusiness.hq.doe). While BOSs are quarterly, two each year are targeted at WOSBs.

- b) **Evaluation/Feedback Mechanism:** Surveys are collected from a majority of participants following each BOS and feedback is incorporated into following BOS.
- **Annual DOE Small Business Conference & Expo:** Hosted by the OSDBU, the 11th Annual Small Business Conference & Expo was held May 10-12, 2010 in Atlanta, Georgia. The conference introduced small businesses to DOE program offices and contractor facilities to meet their contracting and subcontracting needs. Additionally, small businesses, including WOSBs, had the opportunity to meet individually with more than eighty representatives from program offices, contracting activities, and prime contractors to learn of DOE business opportunities and procurement procedures.
 - a) **Relevant Statistics:** Over 1,700 attendees came to the 11th Annual Small Business Conference, the highest rate since the conference started. There were 292 self-identified WOSBs present at the conference.
 - b) **Evaluation/Feedback Mechanisms:** OSDBU collects participant surveys and preparing a conference report with specific results from the matchmaking and expos that took place in Atlanta.
- **Small Business Advisory Teams:** Overseen by OSDBU, the advisory teams are comprised by small business organizations that work with the OSDBU to learn of new opportunities and advise DOE on small business issues of which they have an interest.
 - a) **Relevant Statistics:** The OSDBU has executed four Memorandums of Understanding (MOUs) with WOSB trade associations (out of a total of 30) to enable their participation on the Team. Current women-focused advisory council members are the U.S. Women's Chamber of Commerce, Women Impacting Public Policy, National Association of Small Business Federal Contractors, and the National Women's Business Council.
 - b) **Evaluation/Feedback Mechanism:** The Small Business Advisory Team meets once a quarter in person to go over suggestions and updates from advisory team members and track progress.
- **Mentor-Protégé Program:** is conducted by OSDBU. This program connects DOE prime contractors with eligible small and disadvantaged businesses including WOSBs.
 - a) **Relevant Statistics:** Thirty five of the 118 total protégés are WOSB, which is approximately 29% of the mentor-protégé agreements.
 - b) **Evaluation/Feedback Mechanism:** A report and survey is due semiannually from all mentors and protégés. This assesses the success of the contract and the satisfaction of all parties. To date, no survey has required serious intervention.

D. Programs Which Improve the Lives of the Federal Workforce: DOE has several current initiatives dealing with personnel and workforce efforts to improve the lives of women, girls, and families.

- **Child Development Centers:** DOE headquarters operates two National Association for the Education of Young Children (NAEYC) accredited child development centers. Each center provides day care services that accommodate up to 75 children of federal government employees ranging in age from six weeks through five. The Child Development Centers are open from 7:15 a.m. until 6:15 p.m., Monday through Friday. Priority placement and a tuition assistance program are available to DOE employees. Bright Horizons is the contractor for the daycare.
 - a) **Relevant Statistics:** Both centers are currently at capacity with 75 children enrolled. At the Forrestal Child Development Center 99% of the children enrolled are children of DOE employees.
 - b) **Evaluation/Feedback Mechanism:** There is a parent survey distributed through GSA and Bright Horizon annually, in paper and electronic form, for the HQ childcare centers. Additionally, the NAEYC accreditation includes site visits and other quality measures, as determined by NAEYC.
- **Employee Assistance Program:** The Headquarters Employee Assistance Program (EAP) offers no-cost, confidential, short-term counseling and community resource referral for various issues affecting employee mental and emotional well-being such as stress, grief, depression/anxiety, family or financial problems, workplace conflict, and substance abuse. Educational and wellness programs are held on a variety of topics; and EAP maintains lending libraries and informational resources at both sites. Counseling is also available to family members of DOE employees; however, the service is available only during business hours. Labs and facilities have separate EAPs available through HHS.

- a) **Relevant Statistics:** EAP provides services to 4,500 employees at DOE headquarters and around 5-6% of DOE employees utilize individual counseling services. 4% of DOE's female employees utilize the counseling services. EAP hosts 5+ wellness HQ-wide presentations annually and visits offices monthly to conduct presentations when requested for discuss specific topics such as stress or management issues. Issues addressed are relatively split between workplace issues and home issues.
 - b) **Evaluation/Feedback Mechanism:** EAP checks back with former clients monthly to assess progress through verbal phone communication. Evaluation is ongoing with current clients of the program to verify that the program is meeting their needs. EAP collaborates with the overall Wellness Program through bi-monthly staff meetings with the Health Clinic Nurses. EAP also participates in the HQ Safety and Health monthly meeting and the Continuity of Operations Programs.
- **Lactation Program:** The Headquarters Lactation Program is supported through the Occupational Health Clinics at the DC and Germantown facilities. Each site has a dedicated lactation room decorated and reserved for that use. Support is available from the nursing staff, and the Germantown nurse is a Certified Lactation Specialist.
 - a) **Relevant Statistics:** A survey of 15 DOE sites reported that only Headquarters and the Chicago Field Office have a formal lactation program and that four sites do not have any lactation program or services at all.
 - b) **Evaluation/Feedback Mechanism:** Department-wide evaluation conducted in 2009 indicated that needs for lactating mothers were being met. Currently, the wellness program is unable to conduct electronic surveys due to security concerns and lacks resources to conduct department-wide paper or phone surveys (which have a lower participation rate and require more staff time to collect and analyze information).
- **Telework program:** Telework, also known as DOE-Flex and flexiplace, is the program that covers DOE employees who telecommute. The program was created in 1995, and is very strongly supported by Deputy Secretary Poneman and other DOE Leadership.
 - a) **Relevant Statistics:** Currently there are just over 2,000 DOE employees participating in the program, or 13.5% of the total workforce. Deputy Secretary Daniel Poneman's goal for participation in the Telework program is 15% by the end of the calendar year 2010, 17.5% by the end of 2011, and 20% by the end of 2012. The Department's reported participation rate has been increasing over the past year (13.5% at the end of FY 2009, up from 11.8% at the end of FY 2008).
 - b) **Evaluation/Feedback Mechanism:** The annual employee satisfaction survey currently does not specifically address Telework. ED will encourage the Human Capital Office to address this program in its survey for FY 2010.

- c) ***Overarching Recommendations:*** DOE has several widely-used programs that promote work/life balance and improve the lives of women in the workplace. According to the 2009 Annual Employee Survey, 83.1% of all respondents believe their supervisor supports their need for a work-life balance. Small businesses programs directed towards WOBs are also strong. We need to enhance women-specific outreach and opportunities through our programmatic offices, however, including education, workforce training, and financial assistance opportunities. Finally, all of the programs at DOE need to be systematically assessed and evaluated and performance standards should be set to define how we measure the programs' success. Thus, we recommend that there be a department-wide point of contact that is responsible for developing, monitoring, and evaluating programs geared towards women and girls. This would fit well in the Office of Economic Impact and Diversity which already has a similar mission with respect to small businesses (including women owned businesses) and minorities.